28 November 1966

NOTE FOR: Mr. Duckett

SUBJECT: Announcements for Tuesday Morning Meeting

The following is a reminder for an announcement at your morning meeting tomorrow:

has made available two 1030-1130 films on Australia which will be shown from 10-1100 in the DD/S&T conference room. The first film is that of Pres. Johnson's tour with many fine views of Canberra, Melbourne, and Sidney. This lasts for about 27 minutes. The second one is an excellent film on Australia and takes about 22 minutes. Each office is invited to send three representatives.

2. DD/S&T Christmas Party: The party is planned for 12 December at the Naval Gun Factory - 1830-2030 - \$3.50 per person plus cash bar at 60¢ a drink. Buffet would consist of sliced turkey, ham, cold roast beef, hot dish of meatballs, cheeses, and mixed nuts, etc. We have reserved the Crystal Room which is normally set aside for parties of over 100 persons. Since there is a great demand for such accommodations, we must know if there is any support for this party and the numbers who would plan to attend. I have reserved the room with the understanding that there will be a turn-out commensurate with the size of the room. Is it possible to get a reaction to the idea at tomorrow's meeting?

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